

TOWNSHIP COMMITTEE MEETING
November 5, 2012

The regular meeting of the Township Committee of the Township of Cranbury was held at 7:00 p.m. in the Town Hall Meeting Room. Answering present to the roll call were Township Committee members Susan Goetz, Glenn Johnson, Daniel Mulligan, James Taylor, and Mayor David Cook. Also present were Denise Marabello, Township Administrator/Director of Finance; and Kathleen Cunningham, Municipal Clerk/Assistant Administrator. Mayor Cook led in the salute to the flag, and Ms. Cunningham gave the following Open Public Meetings Act statement:

In accordance with Section 5 of the Open Public Meetings Act, it is hereby announced and shall be entered into the minutes of this meeting that adequate notice of this meeting has been provided:

- (1) Posted on November 29, 2011 on the Bulletin Board of the Municipal Office at 23-A North Main Street, Cranbury, New Jersey and remains posted at that location.
- (2) Communicated to the Cranbury Press, Home News Tribune and Trenton Times on November 29, 2011.
- (3) Was filed on November 29, 2011 at the Cranbury Municipal Office, 23-A North Main Street, Cranbury, New Jersey, posted on the Township's web site and remains on file for public inspection, and
- (4) Sent to those individuals who have requested personal notice.

Regular Township Committee Minutes of October 22, 2012

Ms. Kathleen Cunningham, Municipal Clerk, reported the adoption of the October 22nd Minutes would be postponed until the November 26th Township Committee Meeting.

Reports and Communications

--Mayor

Mayor Cook reported that voting will take place in the normal district locations in Town Hall on November 6th. Ms. Cunningham reported the polls will open at 6:00 a.m. and will close at 8:00 p.m. with District 1 voting in the Boy Scout Room and Districts 2 and 3 voting in the Senior Room.

Mayor Cook reported the State was greatly affected by Hurricane Sandy, and the Township is dealing with the cleanup of debris. Mayor Cook stated the Township is investigating debris disposal, and reported the State is offering an option of working with a Mississippi company and having 75% of debris disposal costs possibly be covered by FEMA. He stated having some of the costs covered would be beneficial to the Township. Mayor Cook stated another channel would be to work with Plainsboro Township via Middlesex County; however, Cranbury Township does not yet know the mechanics or reimbursement of this option yet. This option will cover organic debris (wood/branches larger than eight (8) inches in diameter), and Cranbury will further investigate this option. Mayor Cook stated Cranbury's DPW can handle smaller than eight (8) inches; however it will still be difficult for DPW to handle the amount of debris from the storm.

Regarding the loss of power in the Township, Mayor Cook reported 4% to 5% of its population was still without power. He stated the concentration of power outages were on Old Cranbury Road, the Evans Tract, and sporadic outages on East and West Park Place, Brickyard Road and Plainsboro Road. Mayor Cook stated he has been in touch with Frank Luchesi, Regional Public Affairs Manager since the beginning of the storm, who has been very helpful; however, the scale of state-wide devastation, particularly the Shore, is massive. Mayor Cook reported there is 16% reported outages in Middlesex County, and he read additional power outages in the State provided by PSE&G. Mayor Cook recognized the following for their hard work during

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the storm: Township Committee members, the Police Department, Fire Department, and Rescue Squad, who all aided in recovery from perhaps the biggest storm he has ever seen. The recovery is on-going, including finding out who is still without power, which is being handled primarily through the Police Department. Mayor Cook recommended residents still without power call the Police non-emergency number and also to call the power company. He reported many power trucks were responding to customer calls being received on their laptops in the trucks.

Mayor Cook stated he wanted to introduce the idea of a subcommittee, headed by Dan Mulligan and other members of his choice, to assess OEM procedures. Mayor Cook requested Ms. Marabello also be a member of the subcommittee because of the large amount of costs affiliated with the recovery of a Sandy-like storm.

Reports and Communications
--Township Committee

Ms. Goetz reported the Beautification Committee walked Main Street from School House Lane to Park Place West to determine placement of trees and the look of the sidewalks and driveways. She stated Mr. Bill Tanner, Township Engineer, will come up with a concept plan and an estimated cost to the project. She stated the Committee is starting with a "wish list", which may be significantly above the \$220,000 grant; however, it will provide a starting point for the project.

Ms. Goetz reported she was contacted by the Environmental Commission who reported some trees are down across the trail in the Preserve. Ms. Goetz stated the Public Works Department will address those trees at a later date as they are not a priority now. She stated first the Township needs power, and then streets and sidewalks need to be cleared of debris. She advised anyone walking the trails should be cautious of the fallen trees. Ms. Goetz also reported there is a problem of people dumping tires and trash bags on the Reinhardt property.

Mr. Mulligan recognized Township staff, the Police Department, Fire Company and Rescue Squad and Public Works for their efforts during the storm. He also thanked Mayor Cook for the phenomenal job during the storm, commenting Mayor Cook was on the phone hourly with the County and PSE&G to try to restore power. Mr. Mulligan reported he received good comments from residents about the Committee and stated all Township Committee members were highly visible during the storm. Mr. Mulligan stated it was great a "warming station" could be established at the Presbyterian Church, which did make a difference to residents. Ms. Goetz stated the amount of food brought in by residents was amazing. Mr. Mulligan thanked Rev. Lou Mitchell for the use of Fellowship Hall. Mr. Mulligan said it was very nice to see Cranbury residents helping each other.

Mr. Johnson thanked the Township's professionals for their work during the storm and the week following. Mr. Johnson stated he and Mayor Cook worked one evening with a PSE&G "spotter" who was looking for breaks in the electrical lines. Mr. Johnson mentioned several members of the community suggested a generator be acquired so Town Hall could be the center of information disbursement in future emergencies.

Mr. Taylor echoed the comments about the professionals and stated he too thought Mayor Cook did a great job. Mr. Taylor wanted to especially thank the police, who even though they suffered great personal losses from the storm, were still here to assist the Township. Mr. Taylor also thanked Italian Touch Restaurant and Zinna's Bistro for their donations of food to the "warming station." Ms. Goetz reported the Cranbury Inn also sent food over.

Mr. Taylor stated the Township does have an OEM manual which is updated every three (3) years. Mr. Taylor reported Chief Varga is in charge of updating the manual. Mr. Taylor suggested not waiting for the Subcommittee to address the OEM position because previous

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Reports and Communications

--Township Committee

(Mr. Taylor cont'd.)

Mayors did a lot of business travel. Mr. Taylor reported the Township is now fortunate to have Mayor Cook, who does not travel, and stated he would like to make it official that the OEM position revert back to the Mayor. He stated with the Nor'easter predicted this week, he would prefer the chain of command include the Mayor.

Agenda Additions/Changes

Ms. Cunningham, Municipal Clerk, stated two (2) resolutions are being added to the Consent Resolutions: Resolution # 11-12-144 which authorizes a refund of \$277 for an electrical permit, which was not needed, and Resolution #11-12-145 to allow Mr. Robert Diamond to install a new driveway opening at his residence. Ms. Cunningham explained, per Township Code 130-11, the Township Committee must approve a permit for a driveway apron first. By virtue of the Resolution, the Township Engineer prepared a memo dated November 2, 2012 stating he had no problems with the driveway; however it is conditional upon receipt of approval from the owner of Old Trenton Road (Middlesex County) and any necessary local zoning approvals. Mr. Taylor clarified the approval is from the Zoning Officer, not the Zoning Board.

Mayor Cook asked if there was any Public Comment concerning agenda items, and hearing none, proceeded with the agenda.

Resolutions

Consent Agenda

Mayor Cook gave a brief summary of the Resolutions, and commended Ms. Linda Scott, Recycling Coordinator, for her efforts in obtaining the Recycling Tonnage Grant in the amount of \$63,870. He asked the Township Committee if there were any questions or comments. Mr. Taylor suggested a Resolution to waive construction permit fees resulting from damages caused by Hurricane Sandy. Ms. Cunningham stated Resolution # R 11-12-146 waiving construction permit fees due to the storm will be added to the Consent Agenda. Mr. Mulligan questioned if the Township had to match the \$3,000 for the "Green Communities Grant," and Ms. Marabello responded the match will not be in cash, but "in kind," which means the tree survey conducted by the Shade Tree Commission will count towards that \$3,000. On a motion by Mr. Taylor, seconded by Mr. Mulligan, the following Consent Agenda Resolutions were adopted by vote:

Ayes: (Goetz
(Johnson
(Mulligan
(Taylor
(Cook

Abstain: (None
Absent: (None

Nays: (None

Cranbury Township Resolution # R 11-12-138

NOW, THEREFORE, BE IT RESOLVED, by the Township of Cranbury that all bills and claims as audited and found to be correct be paid.

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Cranbury Township Resolution # R 11-12-139

RESOLUTION OF THE TOWNSHIP OF CRANBURY, NJ

A RESOLUTION AUTHORIZING YEAR 2012 BUDGET TRANSFERS.

WHEREAS, there are 2012 Budget Accounts which require more funding due to circumstances not known at the beginning of the year; and

WHEREAS, there will be excess balances in budget accounts in which the expenditures will be less than projected at the beginning of the year, and

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Cranbury, that the following year 2012 Budget Transfers be authorized and made on the records and accounts of the Township:

	<u>Budget Account</u>	<u>From</u>	<u>To</u>
2-01-31-455-315	Sewer – OE	\$1,000.00	
2-01-20-145-011	Tax Collection – S&W	\$13,300.00	
2-01-26-315-772	Vehicles Roads – OE	\$2,000.00	
2-01-26-305-321	Garbage – OE	\$2,300.00	
2-01-26-295-011	Shade Tree – S&W	\$500.00	
2-01-22-200-011	Fire Official – S&W	\$13,300.00	
2-01-23-215-651	Workers Comp – OE	\$5,000.00	
2-01-26-305-320	Garbage – OE	\$700.00	
2-01-23-220-655	Group Insurance – OE	\$1,520.00	
2-01-42-340-025	Animal Control – OE		\$2,000.00
2-01-21-185-310	Zoning – OE		\$13,300.00
2-01-31-445-310	Water - OE		\$3,000.00
2-01-28-375-011	Parks – S&W		\$500.00
2-01-20-155-310	Legal – OE		\$13,300.00
2-01-23-210-652	Insurance – OE		\$6,520.00
2-01-21-180-302	Planning – OE		\$1,000.00

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Township Auditor
- (b) Township Chief Financial Officer

CRANBURY TOWNSHIP # R 11-12-140

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN
THE MUNICIPAL BUDGET OF THE TOWNSHIP OF CRANBURY PURSUANT TO N.J.S.A.
40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of

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CRANBURY TOWNSHIP # R 11-12-140
(Continued)

any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount,

Section 1

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2012 in the sum of \$22,737 which item is now available as a revenue from Middlesex County pursuant to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$22,737 is hereby appropriated under the caption "Community Development Block Grant".

Section 3

BE IT FURTHER RESOLVED that a copy of the Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Director of the Division of Local Government Services
- (b) Township Auditor
- (c) Director of Finance

CRANBURY TOWNSHIP # R 11-12-141

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN
THE MUNICIPAL BUDGET OF THE TOWNSHIP OF CRANBURY PURSUANT TO N.J.S.A.
40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount,

Section 1

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2012 in the sum of \$63,870.50 which item is now available as a revenue from State of New Jersey pursuant to the provision of statute, and

Section 2

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BE IT FURTHER RESOLVED that a like sum of \$63,870.50 is hereby appropriated under the caption "Recycling Tonnage Grant".

CRANBURY TOWNSHIP # R 11-12-141
(Continued)

Section 3

BE IT FURTHER RESOLVED that a copy of the Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Director of the Division of Local Government Services
- (b) Township Auditor
- (c) Director of Finance

CRANBURY TOWNSHIP # R 11-12-142

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN
THE MUNICIPAL BUDGET OF THE TOWNSHIP OF CRANBURY PURSUANT TO N.J.S.A.
40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount,

Section 1

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2012 in the sum of \$3,000.00 which item is now available as a revenue from State of New Jersey pursuant to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$3,000.00 is hereby appropriated under the caption "Green Communities Grant".

Section 3

BE IT FURTHER RESOLVED that a copy of the Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Director of the Division of Local Government Services
- (b) Township Auditor
- (c) Director of Finance

Cranbury Township Resolution # R 11-12-143

RESOLUTION AUTHORIZING A GRANT AGREEMENT BETWEEN
CRANBURY TOWNSHIP AND THE STATE OF NEW JERSEY BY AND FOR THE
DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE 2013 GREEN COMMUNITIES
GRANT COMMUNITY FORESTRY MANAGEMENT PLAN.

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A copy of the Resolution is attached as "Addendum A" at the end of the Minutes.
Cranbury Township Resolution # R 11-12-144

WHEREAS, Unity Construction erroneously paid for an electrical permit; and

WHEREAS, the Construction Official has recommended that the following Permit be refunded:

<u>Name</u>	<u>Permit #</u>	<u>Address</u>	<u>Refund Amount</u>
Unity Construction	12-357+A	Papa Johns	\$277.00

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranbury, that the above permit payment be refunded.

Cranbury Township Resolution # R 11-12-145

WHEREAS, Mr. Robert Diamond, of 60 Old Trenton Road, is requesting to install a new driveway opening at his residence; and

WHEREAS, per Township Code 130-11 the Township Committee must approve a permit for a driveway apron; and

WHEREAS, the Township Engineer has reviewed Mr. Diamond's request with an on-site inspection as well as the plan submitted by Mr. Diamond to the Construction Official; and

WHEREAS, by virtue of a memo dated November 2, 2012, the Township Engineer has deemed he has no problems with the placement of the proposed driveway for the following reasons:

1. Old Trenton Road in this area is relatively straight and presents no sight distance problems.
2. The road was recently widened to include shoulders on both sides of the road to allow for an area to act similar to an acceleration and deceleration lane for turns into and out of the driveway.
3. The property has slightly over 500 feet of frontage; and

WHEREAS, the Township Engineer recommends this approval is conditional upon the receipt of approval from the owner of Old Trenton Road (Middlesex County) and any local zoning approvals necessary;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Cranbury that approval is hereby granted for the installation of said driveway based on the criteria above.

Cranbury Township Resolution # R 11-12-146

WHEREAS, on Monday, October 29, 2012 "Tropical Storm Sandy" hit the Northeast coast of the United States, causing significant damage throughout many of the eastern states; and

WHEREAS, many residents of Cranbury Township had substantial damage done to their homes; and

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WHEREAS, the costs to Cranbury's residents to repair the Storm damage will be a great burden on them;

Cranbury Township Resolution # R 11-12-146
(Continued)

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranbury that all Construction permit fees shall be waived to said residents for repairs related to damage incurred by "Tropical Storm Sandy".

Reports from Township Staff and Professionals

--Administrator's Report

Ms. Marabello thanked Ms. Jean Golisano for her assistance in obtaining food from the Cranbury Woman's Club for the "warming station" at the Presbyterian Church during the storm. She also thanked Ms. Lynne Fox for contacting her friends and Girl Scouts to also bring food. Ms. Marabello reported she and Chief Varga worked very closely with Dr. Susan Genco, Chief School Administrator/Principal for her assistance in relaying storm notifications. Mr. Taylor suggested the school also get an emergency generator and perhaps share the cost with the Township.

--Assistant Administrator's Report

Ms. Cunningham stated she had nothing to report.

Reports from Township Boards and Commissions

There were no reports from Township Boards and Commissions

Public Comment

The Mayor then opened the meeting to public questions and comment.

Mr. Richard Kallan, Wynnewood Drive, complimented the Township Committee, Police Department, Fire Department, Rescue Squad and Public Works for their phenomenal job. He stated he has lived in the Township for 43 years and has never witnessed a storm like this where the Town was shut down for a week. Mr. Kallan stated at one point it was suggested the Public Works Department be outsourced, and he commented Cranbury would never have received the same services from outsource providers as it received from the Township's DPW. Mr. Kallan also suggested a committee be formed to meet with PSE&G to understand how power service comes into the Township, how it is distributed, and locate the critical points to minimize power issues in the future. Mr. Kallan stated he and Mr. Jack Frohbeiter, both electrical engineers would be interested in serving on the committee. Mayor Cook stated this committee could coordinate through Mr. Mulligan, stating this could be two-tiered committee addressing OEM issues and electrical issues. Mr. Mulligan stated the committee would not be formed for a month or two to allow all services to recover from the storm. He stated the OEM will be the focus of the committee and residents with an interest in the engineering aspect are welcome to join the committee. Mayor Cook stated the engineering side could really run autonomously by Mr. Kallan. Mr. Johnson suggested Mr. Frank Marlowe would also be interested in serving on the electrical committee.

Mr. Mike Dulin, Wynnewood Drive, stated he wanted to echo the many comments concerning the Township Committee and professionals during the storm. Mr. Dulin also commended young Josh Diamond for tracking down a PSE&G truck to come to the Wynnewood neighborhood. Mr. Dulin stated Mayor Cook was ever present, leading PSE&G employees to the problem areas and advocating on behalf of Township residents. Mr. Dulin also thanked the Police Department for knocking on doors to check on residents, stating it was good in terms of finding out what residents needed, but also terrific in terms of public relations. Mr. Dulin stated he appreciated Mr. Kallan's suggestion to form an electrical subcommittee, which could be helpful to both the

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Township and PSE&G. He stated he thought PSE&G did a great job considering the statistics resulting from the impact of the storm.

Public Comment (Continued)

There being no further comments, the Mayor closed the public part of the meeting.

Mayor's Notes

Mayor Cook stated the Police knocking on doors helped in finding out who did or did not have power and who needed help. Mayor Cook reported the Girl Scouts and Boy Scouts assisted in knocking on doors and distributing fliers about the "warming station" at the Presbyterian Church.

Mayor Cook stated the Township really pulled together during the storm. He stated the scale of the storm was unbelievable, and while there was not much rain, the winds took down many trees and power lines. He reported an OEM was set up for PSE&G as well as a PSE&G Southern Region, which the Township and Police worked with identifying downed lines. Mayor Cook stated, despite being completely ready for the storm in the classic sense, the Township did function very well.

Mr. Taylor stated he wanted to echo Mr. Kallan's comments concerning Public Works, stating no outside private contractor would have been working in the Township during the storm.

On a motion by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried, the meeting adjourned at 7:45 p.m.

Kathleen R. Cunningham, RMC
Municipal Clerk